

Introduction to Project Management

Who is a Project Manager?

Project

A temporary endeavor undertaken to create a unique product, service, or result. The temporary nature of projects indicates a beginning and an end to the project work or a phase of the project work. Projects can stand alone or be part of a program or portfolio.

Types:

- Research, prototype development
- New software creation
- Extending the functionality of existing software
- Software support
- Re-engineering

Who is a Project Manager?

Project management

The application of knowledge, skills, tools, and techniques to project activities to meet project requirements.

Project manager

The person assigned by the performing organization to lead the project team that is responsible for achieving the project objectives. Project managers perform a variety of functions, such as facilitating the project team work to achieve the outcomes and managing the processes to deliver intended outcomes.



Functional responsibilities of a PM

From Customer perspective

- Working with the requirements and setting priorities
- Pre-sale activities
- Creation of development and delivery plan
- Resource management
- Implementation control, quality control and risk analysis
- Demonstration of product functionality
- Record keeping and reporting
- Regular communication and phone calls
- Relationship building, management of expectations

Functional responsibilities of a PM

From Team perspective

- Hiring and formation of the team
- Onboarding activities, training sessions
- Organization of the work process
- Motivation and development of effective interaction
- Conflict resolution

Functional responsibilities of a PM

From your Company perspective

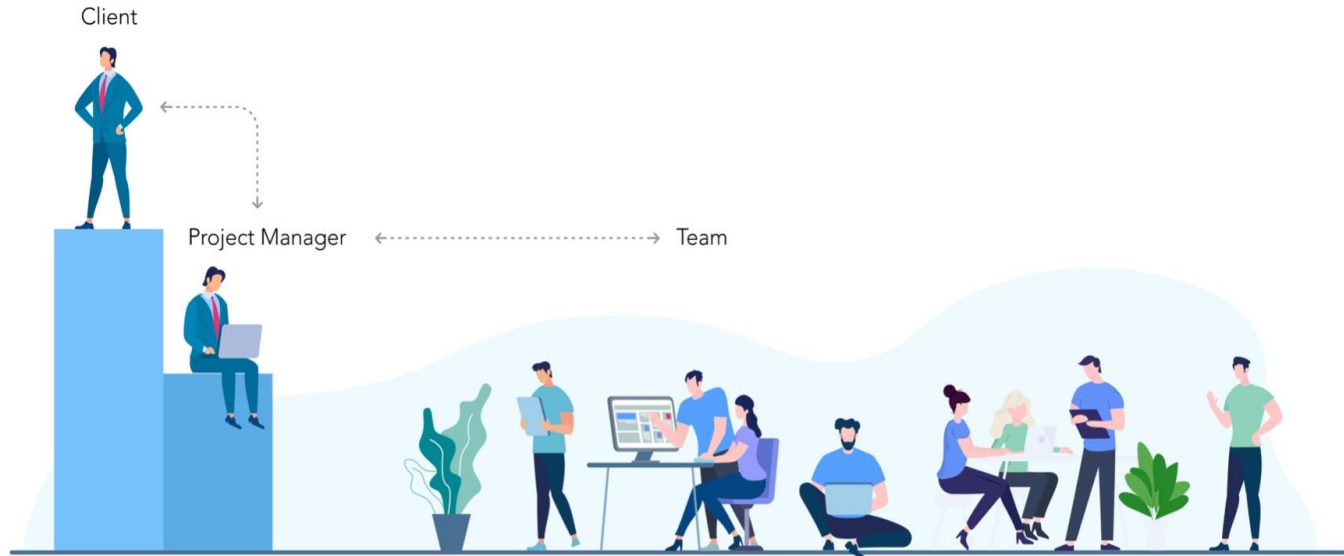
- Making a development and delivery plan
- Pre-sale activities
- Hiring of employees, training, maintenance workflow
- Profitability (Revenue, GM, ROI, etc.)
- Reporting
- Satisfaction of business goals of the customer within the prescribed time frame and creation of friendly relations (NPS, CSAT)

Types of companies in the industry

- Outsource
- Outstaff
- Product

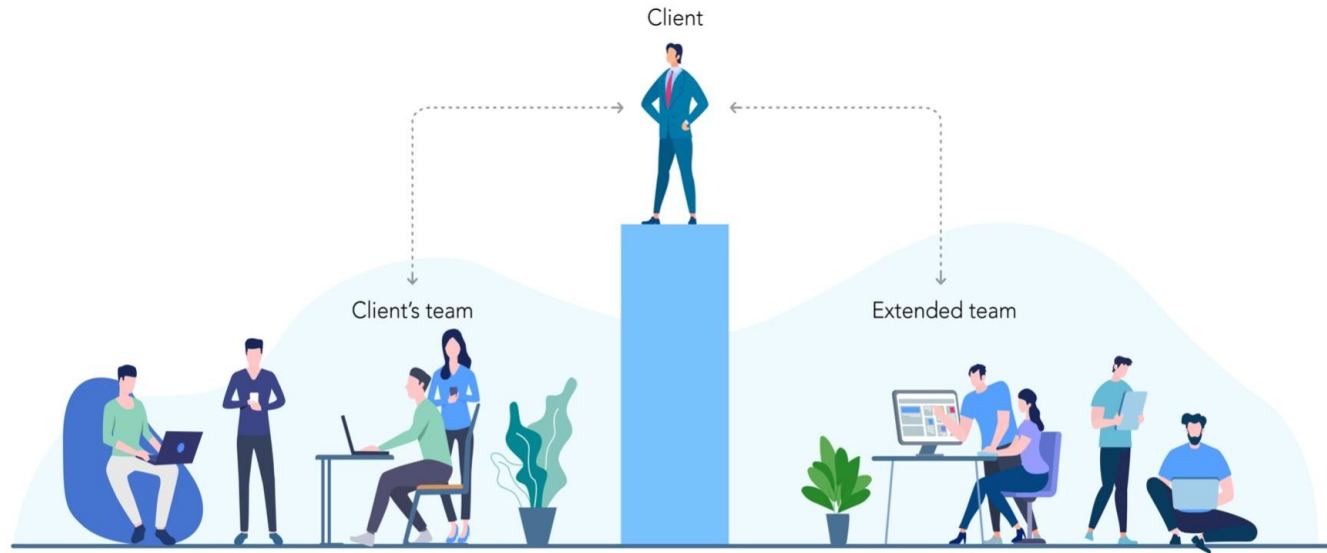
Types of companies in the industry

OUTSOURCING MODEL



Types of companies in the industry

OUTSTAFFING MODEL



Types of companies in the industry

	Outsource	Outstaff
High-level vision	Your true north will remain untouched, as in both models it's the client who manages the process, but in different ways	
Key workload	Often, a client entrusts the outsourcing company the whole project from A to Z	Usually, specific tasks are handled, the ones that cannot be performed by a client's existing team
Team management	Often, a client doesn't have direct access to their team	Most often, a client manages and controls their extended team directly
Technical skills necessary	Minimal	Considerable technical skills are necessary
Price	More expensive as the scope and work is performed via a self-managed team	Less expensive, as you assign tasks and control performance yourself
Payment	Often vendors work on the pay per milestone basis	Under the contract of outstaffing, employees receive a monthly salary.

Types of companies in the industry

Product

A company focused on a specific product of its own production. It is often the case that a company may have many products in its portfolio.

Example: Apple, Google, Atlassian

Examples:

- Rozetka
- MonoBank
- Nova Poshta



Structure of your future team

Business Analyst - is responsible for analyzing the business needs to identify business problems and proposed solutions, and improvements of Business Process

Solution Architect - is a person who makes high-level design choices and dictates technical standards, including software coding standards, tools, or platform

DevOps - is a person responsible for setting up development, testing and production environments required for the solution, configuration control and configuration audit

UI/UX Designer - matches customer expectations for graphics and style by applying graphic design solutions to software application

Development Team - team of software developers who researches, design, implement, and test software. Usually includes Technical or Team Lead

QA (Testing) Team - performs tests on computer software application to ensure they are working effectively. They are responsible for finding problems that occur in a system. Usually includes Test Lead

Structure of your future team

Project Sponsor - a person or group who provides resources and support for the **project** for enabling success.

Client - a person or an organization that orders and buys products or services that a business offers. In project management, the customer is the one defining the requirements of the **project** and often setting the parameters such as budget and deadlines.

Sales manager - the person who help customers & IT companies to find each other.

Account manager - oversees all customer satisfaction activities, including collection of data, analysis of data, and communication of finding. Contacts customers concerning customer satisfaction issues

Product Manager - is responsible for analyzing market conditions and defining features or functions of a product to be developed

EVERY GROUP PROJECT



Hard & Soft skills

Hard skills

- Process management
- Project initiation
- Project planning
- Scheduling
- Documentation development
- Risk management + task tracking
- PM Tools (Jira, Confluence, Miro, etc.)

Hard & Soft skills

Soft skills

- Presentation skills
- Communication
- Conflict resolution + expectations management
- Decision making skills
- Leadership
- Adaptability

Hard & Soft skills

With programming experience	Without programming experience
Has a good understanding of the programmers	Focused on the business side of the project and the client
Approaches the task from an engineer's point of view	Approaches the task from an user's point of view
Is more focused on managing the development process	More focused on processes and communication
Can verify the relevance of the given estimates by the team	Conclusions are based on the opinion of technical experts

